

MINUTES OF A SPECIAL MEETING OF THE PLANNING COMMISSION OF THE TOWN OF CLARKDALE HELD ON TUESDAY, JANUARY 19, 2021 VIA INTERNET ZOOM MEETING.

A Special Meeting of the Planning Commission of the Town of Clarkdale was held on Tuesday, January 19, 2021 at 4:00 p.m., via internet Zoom meeting.

Planning Commission:

Chair	Ida-Meri de Blanc	Present
Vice Chair	Jorge Olguin	Present
Commissioners	Ben Kramer	Present
	Carol Johnson	Absent until 16:12- tech. prob
	Laura Jones	Present

Staff:

Community Development Director	Ruth Mayday
Project Manager	Mike Gray

Technical difficulties with Zoom: Attempts to connect with the scheduled meeting (836 6031 1760) repeatedly produced an “Invalid Meeting” message. A new meeting was scheduled (223 560 8173) and sent to the Planning Commission and members of the public who had expressed an interest to speak. For this reason, there was a slight delay in starting the meeting.

One member of the public was in attendance.

1. **CALL TO ORDER:** Chair de Blanc called the meeting to order at 4:05 p.m.
2. **ROLL CALL:** CDD Director Mayday called the roll.
3. **PUBLIC COMMENT:** The public is invited to provide comments at this time on items that are not on this agenda. Each speaker is asked to limit comments to **FIVE MINUTES**.

PUBLIC COMMENT: No public comment.

4. **MINUTES:**

Consideration of the **Regular Meeting Minutes of October 27, 2021.**

Commissioner Kramer moved to approve the Regular Meeting Minutes as written.

Commissioner Jones seconded.

Chair de Blanc	Aye
Commissioner Olguin	Aye
Commissioner Johnson	Absent
Commissioner Kramer	Aye
Commissioner Jones	Aye

5. **BOARD MEMBER REPORTS:**

None.

6. STAFF MEMBER REPORTS:

Director Mayday outlined up-coming text amendments.

7. PUBLIC HEARINGS:

a. **PUBLIC HEARING** regarding proposed text amendments to **Chapter 2, Definitions** and **Chapter 4, General Regulations**, **Article 4-020 Campers and Motor Homes** adding new definitions, renaming **Article 4-020 Campgrounds and Recreational Vehicle Parks**, and adding use requirements and development standards for Campgrounds and RV Parks.

b. **PUBLIC HEARING** regarding proposed text amendments to **Chapter 2, Definitions** and adding a new **Article 4-230 Tiny Houses** to **Chapter 4, General Provisions** for the purpose of defining Tiny Homes and provide for their use as a permitted use in all residential zoning districts in the Town of Clarkdale, subject to the provisions of **Article 4-230 Tiny Houses** and **Chapter 2, Definitions**.

Director Mayday presented each.

Public Hearing opened at 5:18.

Resident Luci Gaudreau, resident of Mingus Shadows expresses concern around septic for multiple uses. The “ditch” to the South of the recently introduced Gather Tiny House Village should be purchased by the Town and “saved”.

8. DISCUSSION/POSSIBLE ACTION:

a. **DISCUSSION/POSSIBLE ACTION:** Consideration and possible action to forward the proposed text amendments to **Chapter 2, Definitions** and **Chapter 4, General Regulations**, **Article 4-020 Campers and Motor Homes** adding new definitions, renaming **Article 4-020 Campgrounds and Recreational Vehicle Parks**, and adding use requirements and development standards for Campgrounds and RV Parks to Town Council with recommendations for approval or disapproval.

b. **DISCUSSION AND POSSIBLE ACTION:** Discussion and possible action to forward the proposed text amendments to **Chapter 2, Definitions** and adding a new **Article 4-230 Tiny Houses** to **Chapter 4, General Provisions** to Town Council with a recommendation for approval or disapproval.

Commissioner Kramer requested clarification of code vs. policy. Director Mayday stated there are currently no parameters, that the purpose of these amendments is to provide consistency and make them enforceable.

Commissioner Johnson observed that the City of Cottonwood recently updated their code as well.

Chair de Blanc requested clarification about the differences between Mobile vs. manufactured vs. park home models. Director Mayday clarified. Extended discussion around minimum sf for residence, and various distinctions between RVs and Tiny Homes on Wheels. More clarification around what is required to make a Tiny Home IRC compliant.

Commissioner Kramer inquired what prevents someone from building a Tiny Home on a trailer and then moving it onto a foundation.

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Director Mayday stated the IRC addresses Tiny Houses on approved foundations, and any permanent residence will require a Certificate of Occupancy through the Building Official.

Commissioner Kramer moved to forward the proposed text amendments to **Chapter 2, Definitions** and **Chapter 4, General Regulations, Article 4-020 Campers and Motor Homes** adding new definitions, renaming **Article 4-020 Campgrounds and Recreational Vehicle Parks**, and adding use requirements and development standards for Campgrounds and RV Parks to Town Council with recommendations for approval. **Commissioner Johnson** seconded.

Chair de Blanc	Aye
Commissioner Olguin	Aye
Commissioner Johnson	Aye
Commissioner Kramer	Aye
Commissioner Jones	Aye

The motion passed unanimously.

Commissioner Kramer moved to forward the proposed text amendments to **Chapter 2, Definitions** and adding a new **Article 4-230 Tiny Houses** to **Chapter 4, General Provisions** to Town Council with a recommendation for approval. **Commissioner Jones** seconded.

Chair de Blanc	Aye
Commissioner Olguin	Aye
Commissioner Johnson	Aye
Commissioner Kramer	Aye
Commissioner Jones	Aye

The motion passed unanimously.

9. **DISCUSSION ITEMS:**

- a. **General Plan Update:** Update and discussion of up-coming elements of the General Plan

10. **NON-PUBLIC HEARING ACTION ITEM:**

- a. **Rescheduling of Planning Commission meetings to 6:30pm**

Commissioner Kramer moved that future meetings of the Planning Commission will be held at 6:30 pm until the June 2021 regular meeting when the Commission will revisit the matter.

Commissioner Jones seconded.

Chair de Blanc	Aye
Commissioner Olguin	Aye
Commissioner Johnson	Aye
Commissioner Kramer	Aye
Commissioner Jones	Aye

The motion passed unanimously.

11. FUTURE AGENDA ITEMS:

None

12. ADJOURNMENT:

Commissioner Kramer moved to adjourn.

Commissioner Johnson seconded the motion.

Chair de Blanc	Aye
Commissioner Olguin	Aye
Commissioner Backus	Aye
Commissioner Kramer	Aye
Commissioner Jones	Aye

The meeting adjourned unanimously at 5:47 PM.

APPROVED BY:

SUBMITTED BY:

Ida de Blanc
Chairperson

Ruth Mayday
Interim Planning Manager